Minot State University
Staff Senate Minutes
Tuesday, March 20, 2012
9:00 a.m. – Jones Room

Members Present: Nathan Anderson, Linda Benson, Shan Haarsager, Anton Huether, Tricia Houmann, Korie Huettl, Bill Klimpel, Wes Matthews, Cheryl Merck, Nancy Mickelson, Mindy Rudnick, Rebecca Ruzicka, Tom Seymour, Connie Teets, Vicki Troftgruben, Darla Weigel

Absent: Melissa Cantone, Sarah Carr, Sherri Giessinger, Donna Harvey, Julie Keller, Brenda Munson, Scott Peterson, Lynn Redden, and Sarah Walker

Call To Order: President Vicki Troftgruben called the meeting to order at 9:05 a.m.

Special Guests: Joseph Jastrzembski, Annette Mennem

Secretary/Treasurer Report: Vicki Troftgruben asked if anyone had any corrections to the minutes from last month, there were none. Vicki asked for a motion and Linda Benson moved to accept the minutes as they were and Bill Klimpel seconded the motion. The motion passed. The general fund has $500.91, and the Kick-off fund has 657.24.

President Fuller: President Fuller talked about the budget and the adjustments to the schedules to save money. The budget is due to the State Board of Higher Education by June 1st. Brian Foisy, vice president for administration and finance, and President Fuller went to the North Dakota Budget Section meeting to explain Minot State University’s campus challenges due to the flood and the shortages due to putting up the dike; if they had not built the dike it would have cost a lot more as three buildings would have been inundated with the water. We need to raise the awareness of the flood damage in Minot. Details of the cost include the $1.4 million deficit, which saved $600,000 with the hiring freeze, but we still have $800,000 to make up. Dr. Fuller was open for questions, but there were none.

Dr. Fuller mentioned that they sent out early retirement offers to tenure faculty and officers of institution who are those who are 62 and older and who meet the “Rule of 70”. This one-time offer ends April 3 and this will probably never be offered again. Vicki Troftgruben asked if this would affect the subject matter regarding the loss of expertise to university. Dr. Fuller stated that this is something they are considering.

They are planning for “Beyond 2013” and meeting with the Planning and Budgeting Committee. The committee was supposed to meet with focus groups starting this spring but this has been put on hold and will start next fall. Dr. Fuller would like to meet individually with Faculty Senate and the Staff Senate so he can learn what we would like to see for the future of Minot State University. There would be no format, we would just have open discussion regarding things such as academics, programming and whatever. Vicki can get something set up with Deb Wentz.

Special Guests: Dr. Joseph Jastrzembski and Annette Mennem representing the University Diversity Committee
They brought forward two proposals that they are looking for input on.

1) MSU Advocacy Network
2) Mechanism and procedure for “bias/hate” issue reporting

Looking to put together a 3-5 member team of people to include, faculty, staff, and students. They will be trained and given a decal to show that they are an advocate. Nancy Mickelson asked if this would be a web page or a physical place to go? Annette replied that it would be both. There would be a decal on the window or door and there would be a reporting button online. It can be anonymous but we would need a way to know who is sending this for safety issue reasons. Tom Seymour asked if they have thought about incorporating Dakota College of Bottineau in on this since they are affiliated with MSU. Annette said that she would note that on their list. Joseph stated that UND is already using this method, that it is not something new, they have been doing it and it is being used now. Nathan Anderson asked about how they measure the success of the initiative. Joseph and Annette stated that right now it has not been up long enough to measure it, but it is being used. Shan Haarsager asked about the number of people to be trained, and Annette said that at one of her previous places of employment, they called it “a safe place to land” and that if she were a student she would probably go to someone that she is familiar with such as an instructor. Darla mentioned that if there is a decal displayed then that means that they are trained so that they are not sent to a lot of people? Annette stated that yes, that is what they are trying to accomplish so that the students are not sent from one end of campus to another or from one department to another without getting any answers. Vicki Troftgruben asked what it was that they were wanting from Staff Senate and Joseph said that they are looking for input and then they will also go to the Faculty Senate and Student Government Association and will then come back to us. If anyone has suggestions they can contact Lisa Borden-King (chair), Evelyn Klimpel, Libby Claerbout, Lisa Eriksmoen, Annette Mennem or himself.

Area Reports:

Wes Matthews: The 2% average increase is no longer and we will be doing the 3% increase across the board. It may be 2.5% across the board or something like that, it is not finalized as of yet.

NDSS: Linda Benson reported that they had two different meetings. The first one was regarding the tuition waiver and instructional technology people. The second meeting was regarding the bylaws and changing when NDSS elects officers and the staff representative to the SBHE.

Committee Reports:

Scholarship Committee: Trisha Houmann reported that they have given out the scholarships to the following two students and the one employee; Anthony Anderson and Kali Holmen and Penny Brandt.

Legislative Committee: Sarah Walker was out and Bill Klimpel informed Staff Senate that they just set up committees and they are having another meeting in April. Bill is on the housing and apartments committee and he could use some help.

Bylaws: Connie Teets passed out hard copies of the Bylaws and informed the Staff Senate that she would email them the Bylaws after the meeting so that if they have corrections they can email them to her. Two weeks prior to the next meeting she will email them out again with any other changes that we are requested and would like everyone to be ready to vote on them at the April meeting so the Staff Senate president has time to take it to President Fuller and get his approval prior to the end of this year.

Elections: Linda Benson reported that passive nominations will be conducted from March 22 to April 5th with electronic voting from April 18 to May 2.
Old Business: Vicki Troftgruben asked if anyone had any questions regarding the Performance Funding Task Force, there were none.

New Business: Wes Matthews asked about the meeting with Pam Gulleson, what it was about and who she was. Vicki Troftgruben mentioned that she is running for North Dakota’s seat in the House of Representatives, which Rick Berg is leaving. There is a fundraiser on Thursday night for her and the meeting with Pam Gulleson is at 3:30 p.m. in the Beaver Dam and that Deanna Klein had asked her to send out the invitation to some people so that she can have some contact time.

Motion to adjourn by Bill Klimpel and seconded by Nancy Mickelson.

Meeting adjourned by Vicki Troftgruben.

Next Meeting: April 17, 2012, 9:00 a.m. in the Jones Room.